

POWERPOINT LINKS – CLASS 19: SPECIAL POST-AWARD ISSUES

Slide 2: DOM Monthly Reports & Audits

DOM Fund Managers SharePoint Hub: <https://uclahs.sharepoint.com/sites/DOMFundManagers>

Slide 3: Financial Statement Audit

1. UCLA Policy 910: <https://www.adminpolicies.ucla.edu/pdf/910.pdf>
2. DOM Financial Statements Compliance Standards:
https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/_DOMORA_Manual_Post-Award_Financial-Statement-Compliance-Review-Guidelines_1.pdf

Slide 4: Sub 08 Balances

UCLA Policy 910: <https://www.adminpolicies.ucla.edu/pdf/910.pdf>

Slide 5: Accounts Receivables (AR) Aging Report

Accounts Receivable reporting available in PAMS: <https://pams.research.ucla.edu/pamsmvc/ARagingSummary>

Slide 7: Overdraft Report

Link: https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/Overdraft-Reports_0.pdf

Slide 8: Expired Funds Report

1. Y/N Funds: https://medschool.ucla.edu/sites/g/files/oketem456/files/media/documents/_DOMORA_Manual_Post-Award_YN-Fund.pdf
2. PAMS Expired Funds to Close: <https://pams.research.ucla.edu/pamsmvc/ReportsOverview>

Slides 10-11: NIH Other Support (OS)

Link: <https://grants.nih.gov/grants/forms/othersupport.htm>

Slide 12: How to complete OS?

1. Start with the UCLA ORA Portal OS Tool: <https://portal.research.ucla.edu/OtherSupportReport>
2. Email OCGA: myOCGAdata@research.ucla.edu

Slide 14: Petty Cash Funds

Petty Cash:

<https://www.finance.ucla.edu/business-finance-services/payment-solutions-and-compliance/petty-cash-change-funds>

Slide 16: Petty Cash – Physical Security UCLA BUS-49

UCLA BUS-49: <https://policy.ucop.edu/doc/3420337/BFB-BUS-49>

Slide 18: Gift Cards

1. IRB Research Payment Request (GIFT CARDS): <https://www.finance.ucla.edu/business-finance-services/payment-solutions-and-compliance/how-to-submit-research-payment-request>
2. Gift Card Vendors: <https://www.finance.ucla.edu/business-finance-services/payment-solutions-and-compliance/gift->

[card-guide](#)

Slide 20: Contractors/Consultants

1. Contractors/Consultants: <https://purchasing.ucla.edu/purchasing/departmental-buyer/checklist-for-hiring-an-independent-contractor-consultant>
2. Purchasing Website: <https://purchasing.ucla.edu/>

Slide 21: Contractors/Consultants (cont.)

1. Independent Contract Pre-Hire Worksheet: <https://ucla.app.box.com/v/pur-pdf-indie-cont-prehire>
2. Independent Contractor/Consultant Form: <https://ucla.app.box.com/v/pur-pdf-ind-cont-consult-form>
3. Conflict of interest: <https://ucla.app.box.com/v/pur-pdf-conflict-interest>
4. General Liability Insurance: <https://ucla.app.box.com/v/pur-pdf-liability-ins-waiv-req>

Slide 22: After-the-Fact Justifications

After-the-Fact Justification Form:

<https://uclahs.app.box.com/file/1382766392923?s=ziou312nwrp19h8x6uoess9ybfvraop7r>

Slide 23: Sole Source Justifications

Sole Source Justification Form: <https://purchasing.ucla.edu/purchasing/departmental-buyer/checklist-for-hiring-an-independent-contractor-consultant>

Slide 24: Foreign Payees

Glacier: <https://grad.ucla.edu/funding/financial-aid/glacier-nonresident-alien-tax-compliance-system/>

Slide 26: Fiscal Closing

Fiscal Closing: <https://www.finance.ucla.edu/corporate-accounting/closing-schedule-for-fiscal-year-end>

Slide 28: Google Survey Link

Anonymous Google Survey Link: <http://goo.gl/forms/C3gdjlsL5y1>